

Guidance for Neglected Facilities (Title I, Part A)

DETERMINATION OF FUNDING

The purpose of the Title I, Part A Neglected program funding is to support Local Educational Agency (LEA) programs that collaborate with local institutions and community day programs for neglected and delinquent children and youth. A neglected facility serves children who have been abandoned, neglected or have experienced the death of their parent or guardian. LEAs with neglected facilities in their district will be eligible to receive Title I, Part A Neglected funding. Title I, Part A Neglected grant awards are formula grants; therefore, the final grant award amounts are predetermined. Each facility may also receive an insubstantial Title II, Part A allocation. For the purposes of Neglected funding, Title I, Part A and Title II, Part A funding is co-mingled, meaning that Title II, Part A funding can be allocated towards the same activities that would be allowable under Title I, Part A.

Applications for Neglected funding will be subjected to a rigorous review process. Applicants must provide complete and comprehensive narrative responses to the required questions in Section G. The 2015-2016 application for funding must be submitted to the Office of Federal Title Programs by **Thursday, July 23, 2015**.

TRACKING FUNDING

LEAs are required to track Neglected funds separately from other federal Title dollars. The required Midyear Report and Final Financial Report may require a detailed accounting ledger. Funds should be tracked as follows:

Fund	Project Code	Instructional Organization	Program Code	Function	Object Code
01	069- Title I Neglected & Delinquent	20–Elementary 30–Middle 40–Secondary	261- Title I	1000- Instruction 2000- Support Services	110- Professional Salary 120- Non-professional Salary 200- Employee Benefits 300- Purchased Professional & Technical Services 430- Maintenance 580- Travel 600- Materials & Supplies 730- Equipment ≥ \$750 800- Dues, Memberships, & Registration

- Neglected funding must be requested on a reimbursement basis. After expending the funds, a Request for Funds (SFN 14660) must be submitted to the Office of Federal Title Programs.
- The LEA can overspend on a line item up to 10% without submitting a budget revision *if the expenses are part of the approved application*. If the LEA does not submit a budget revision and continues to overspend a line item, the LEA jeopardizes reimbursement for any expenses over the 10%. If the scope of activity has changed, then a budget revision is required. For example, if the program's approved budget has no funds allocated toward travel (line item 580) and then decides to send a teacher to a conference, the program must submit a Budget Revision (SFN 9035) and allocate funds toward the travel object code (580) before travel to the conference takes place. You cannot claim expenses on an object line that does not have funds approved.

USE OF FUNDS

An LEA receiving Neglected funds must use the funds to operate programs that involve collaboration with locally-operated neglected facilities with whom the LEA has established a formal agreement:

1. To carry out high-quality education programs that prepare children and youth to complete high school, enter training or employment programs, or further their education;
2. To provide activities that facilitate the transition of such children and youth from an institution to further education or employment; and
3. To operate dropout prevention programs in local schools for children and youth who are at-risk of dropping out or youth returning from correctional facilities.

An LEA may also use Neglected funds, as appropriate, for:

- Dropout prevention programs that serve at-risk children and youth. An at-risk child or youth means a school-aged individual who is at-risk of academic failure, has a substance use problem, is pregnant or is a parent, has previously come into contact with the juvenile justice system, is at least 1 year behind the expected grade level for the age of the individual, is a migrant or an immigrant, has limited English proficiency (LEP), is a gang member, has previously dropped out of school, or has a high absenteeism rate at school.
- Coordination of health and social services for at-risk children and youth (e.g., child care, substance use counselling and mental health services) if there is a likelihood that providing such services will help these children complete their education.
- Special programs that meet the unique academic needs of at-risk children and youth, including vocational and technical education, GED preparation, special education, career counseling, curriculum-based entrepreneurship education, and assistance in securing student loans or grants for postsecondary education.
- Programs providing mentoring and peer mediation.

SUPPLEMENT, NOT SUPPLANT – The LEA must use Neglected funds to provide services that supplement, not supplant, those services that would, in the absence of Neglected funds, be provided to children and youth participating in the regular school educational program. However, Neglected funds may be used to increase the total number of hours of classroom instruction in any subject area that students receive with state or local funds. This may be accomplished through individualized, small-group, and computer-aided instruction.

REPORTING

Each LEA that conducts a program under Title I, Part A comply with the reporting requirements regarding expenditures. The following reports must be submitted annually to the Office of Federal Title Programs at the close of the fiscal year, in July.

- Final Financial Report (SFN 7822)
- Request for Funds (SFN 14660)

The fiscal year for the NDDPI runs from July 1 of each year through June 30 of the following year. All federally-funded programs must order and pay for items within the same fiscal year.

LEAs that do not expend their entire allocation within the fiscal year in which it was awarded may carry over a certain percentage of that funding into the next programming year. The NDDPI will provide each LEA with information regarding their permissible carryover amount once the Final Financial Report from the previous fiscal year has been processed.

QUESTIONS

For questions regarding this program, please contact either of the following NDDPI staff:

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